

For information on becoming a Waiter/Waitress, see [Sources of additional information](#) within this brochure.

For information on youth employment opportunities, contact a career counselor at your high school or employment counselor or job and information center coordinator at your local NH Employment Security Office.

**Berlin (752-5500)**

[151 Pleasant St., PO Box 159, 03570-0159](#)

**Claremont (543-3111)**

[404 Washington St., PO Box 180, 03743-0180](#)

**Concord (228-4100)**

[10 West St., PO Box 1140, 03302 - 1140](#)

**Conway (447-5924)**

[518 White Mountain Highway, 03818-4205](#)

**Keene (352-1904)**

[109 Key Rd., 03431-3926](#)

**Laconia (524-3960)**

[426 Union Ave., PO Box 760, 03246-2894](#)

**Lebanon (448-6340)**

[85 Mechanic St., Ste.4, 03766-1506](#)

**Littleton (444-2971)**

[646 Union St., Ste.100, 03561-5314](#)

**Manchester (627-7841)**

[300 Hanover St., 03104-4957](#)

**Nashua (882-5177)**

[6 Townsend St., 03060-3285](#)

**Portsmouth (436-3702)**

[2000 Lafayette Rd., 03801-5673](#)

**Salem (893-9185)**

[29 South Broadway, 03029-3026](#)

**Somersworth (742-3600)**

[243 Rt.108, 03878-1512](#)

**NHCRN**  
New Hampshire Career Resource Network  
Employment SECURITY Rick Ricker (603) 229-4489 ELM48  
[www.nhes.state.nh.us/elmi/nhcrn/index.htm](http://www.nhes.state.nh.us/elmi/nhcrn/index.htm)

SO, You want  
to be a...

*Projected among the top twenty occupations with the  
most annual openings. (NH Employment Projections, 2000-2010)*

**Marketing, Sales & Service**

**Waiter/  
Waitress**



**New Hampshire**

Here are  
a few things  
you should know.

You'll want to know a few things about this career.

Avg Hrly Wage:

\$ 7.54

Expected Growth Rate\*:

24%

Avg Annual Openings:

913

Training/Educ Needed:

Short On-the-Job  
*Tips comprise a major portion of earnings; consequently, keen competition is expected for jobs in popular restaurants. (OOH)*

Basic Skills:

Listening, writing, speaking, math.

Job Skills:

Service orientation, active listening, speaking, writing, math, social perceptiveness, reading comprehension, coordination, operation & control, judgement and decision making.

[www.onetcenter.org](http://www.onetcenter.org)

SO, You want to be a...



# Waiter/Waitress

*Projected among the top twenty occupations with the most annual openings. (NH Employment Projections, 2002-2012)*

## TASKS

1. Takes order from patron for food or beverage, writing order down or memorizing it.
2. Relays order to kitchen, or enters order into computer. Serves meals or beverages to patrons.
3. Observes patrons to respond to additional requests, and to determine when meal has been completed or beverage consumed.
4. Presents menu to patron, suggests food or beverage selections, and answers questions regarding preparation and service.
5. Obtains and replenishes supplies of food, tableware, and linen.
6. Computes cost of meal or beverage.
7. Accepts payment and returns change, or refers patron to Cashier.
8. Removes dishes and glasses from table or counter and takes them to kitchen for cleaning.
9. Prepares hot, cold, and mixed drinks for patrons, and chills bottles of wine.
10. Garnishes and decorates dishes preparatory to serving.
11. Cleans and arranges assigned station, including side stands, chairs, and table pieces, such as linen, silverware, and glassware.
12. Prepares salads, appetizers, and cold dishes, portions desserts, brews coffee, and performs other services as determined by establishment's size and practices.
13. Fills salt, pepper, sugar, cream, condiment, and napkin containers.

[www.onetcenter.org](http://www.onetcenter.org)

Interests

(Holland Code):

SER

(Social, Enterprising, Realistic)

Interest Area:

Retail and Wholesale Sales and Service

Working Conditions:

Comfortable, well lighted, clean environment.

(May stand for long periods of time, often carry heavy trays, under pressure to be fast and efficient.)

Avg Work Week:

Hours vary. (Most work part-time and work Saturdays, evenings, and holidays.)

Sources of additional info: NH Employment Security (Contact office nearest you or go online to [www.nhes.state.nh.us](http://www.nhes.state.nh.us)).

National Restaurant Association, 1200 17th St. NW, Washington, DC 20036 ([www.restaurant.org](http://www.restaurant.org)).

International Council on Hotel, Restaurant, and International Education, 3205 Skipwith Rd., Richmond, VA 23294

([www.chrie.org](http://www.chrie.org)).



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